

**Minor Use Permit: TIER 3 TELECOMMUNICATIONS WITHIN COUNTY RIGHT-OF-WAY**

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING			\$2,240	4900
DPLU ENVIRONMENTAL		\$630		2600
DPW ENGINEERING			\$1,290	
DPW INITIAL STUDY REVIEW			\$245	
STORMWATER			\$630	
DEH	SEPTIC/WELL		\$1,078	
	SEWER		\$1,078	
DPR				
<b>INITIAL DEPOSIT</b>				
<b>\$6,113</b>				

VIOLATION FEE: \$1,000

\* **See Website:** <http://www.sdcountry.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

**NEW: Use our [Discretionary Permit Cost Guide](#) to get an idea of how much the County portion of your project may cost.**

**- Please read and follow instructions Step by Step!! -**

**Step 1:**

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as “pdf” files, then **submitted on CD’s**. The forms have “Data Entry Form Fields” and can be completed and saved on your computer.

- Plot Plan **(see note #2)**
- DPW Approval Letter
- [126 Acknowledgement of Filing Fees and Deposits](#)
- [299 Supplemental Public Notice Certification](#)
- [320 Evidence of Legal Parcel \(and any deeds\)](#)
- [346S Supplemental Application Form](#)
- [399F Fire Availability Form](#)
- [514 Public Notice Package/Certification](#)
- [524 Vicinity Map/Project Summary](#)
- [581 Plan Check Pre-Application Notice](#)
- [LUEG:SW Stormwater Intake Form for Development Projects](#)

**Step 2:**

***In addition to the electronic copies on CD, all forms/plans listed under (Step 2) must be completed, signed and submitted as Hardcopies.***

- Plot Plans **(see note #2): Eight (8) hard copies.**  
 If in Alpine CPG area: **Eight (8) hard copies.**  
 If in the (USDRIP) River Way Specific Plan area: **Ten (10) hard copies.**

- 346 [Discretionary Permit Application Form](#): One (1) hard copy.
- 346S [Supplemental Application Form](#): One (1) hard copy.
- 524 [Vicinity Map/Project Summary](#): One (1) hard copy.
- LUEG-SW [Stormwater Intake Form for Development Projects](#): Two (2) hard copies.
- Public Notice package (see [DPLU-516](#) for details)
  - a. One (1) set of gummed labels on 8½" x 11" sheets containing the names and addresses of all property owners.
  - b. One (1) set of stamped (**with USPS Forever Stamps**) and addressed envelopes (4¼" x 9½" business size) for each property owner on the list.

In addition to the above requirements, all wireless telecommunication projects are required to submit additional information listed under the Wireless Facilities Section in [DPLU-565](#), **Minor Use Permit Applicant's Guide**. (For example: Geographic Service Area Maps, Alternative Site Analysis, Photo-simulation, etc.)

**All forms listed below are informational only and shall not be submitted.**

These are available at: [DPLU Zoning Forms](#).

- 298 Supplemental Public Notice Procedure
- 515 Public Notice Procedure
- 516 Public Notice Applicant's Guide
- 565 Minor Use Permit Applicant's Guide
- 906 Signature Requirements
- Policy I-49 BOS Policy Distribution of Notification of Land Use Hearing
- ZC001 Defense and Indemnification Agreement
- ZC004 Biological Mapping Requirements
- ZC006 FP2 Cellular Facilities Sites Waiver of Fire Service Availability Letter
- ZC013 Policy G-3 Determination of Legal Parcel
- ZC090Z Typical Plot Plan
- Wireless Telecommunications Facilities (Ordinance No. 9545)

**This application requires an appointment to submit.  
To schedule or cancel appointments please call (858) 694-2262.**

### **NOTES:**

1. Save **each** whole Study, Report, Plot Plan, Map, etc., **as a single PDF file on CD(s)**. Save as many PDF files as possible on each CD. Provide two (2) copies of each CD.
2. Plot plans, elevation drawings, etc. (must be at least 11" x 17") are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed. **(Twenty-two (22) copies of each page if there is a "B" Designator).**
3. Exempt, CEQA Guidelines Section 15303. Collect CEQA Exemption Review Fee.
4. No Health Department Fee.
5. The telecommunication facility must be completely within the right-of-way.

6. FP2 Cellular Policy. If the project qualifies for FP2 (the building is less than 300 sq. ft. and the proposed facility is not going into or attached to an existing building, i.e., church; and the site is not located within four fire districts (North County FPD, Rincon Del Diablo (Escondido) MWD, San Marcos FPD, or Vista FPD) **THEN NOTE ON THE DPLU-346 FORM THAT PPCC NEEDS TO DISTRIBUTE TO COUNTY FIRE.** Our Fire Personnel will be reviewing it to make sure the project meets all the requirements of FP2. If it is in one of the four fire districts noted above OR is proposed to be included in or attached to an existing building/structure, then **NOTE ON THE DPLU-346 FORM THAT PPCC NEEDS TO DISTRIBUTE IT TO THE APPROPRIATE FIRE DISTRICT.** FP2 does not apply if applicant has a letter from the fire department.
7. Cell Sites Adding Generators: Existing approved projects that are adding generators require a modification to the existing permit. Also, do not accept DPW money as they don't need to review. There is no distribution to DPW. Put a note on the DPLU-346 Form telling PPS not to distribute to DPW.
8. Cell Sites being accessed via private road easement must include proof of access to a publicly maintained road for the purpose of the cell facility.
9. Cell Sites being proposed on a parcel with an existing SFD or other structure being serviced by a septic system must provide a certified as-built Plan for the parcel. A \$1,100 fee for DEH must be collected.